

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Office of Undergraduate Admission
University of Virginia
P.O. Box 400160
Charlottesville, VA 22904

Dear Admissions Committee,

I am writing to express my interest in transferring to the University of Virginia for the [upcoming semester, e.g., Fall 2024] academic term.

Currently, I am a [current year, e.g., sophomore] majoring in [your current major] at [current college/university name], and I believe that UVA's exceptional academic programs and vibrant campus community align perfectly with my educational goals and personal values.

Throughout my time at [current college/university name], I have developed a strong foundation in [your field of study or interests], but I feel that I could benefit from the diverse resources and collaborative environment that UVA offers. [Briefly explain any specific programs, professors, or opportunities at UVA that attract you.]

In addition to my academic pursuits, I am passionate about [mention any extracurricular activities, volunteer work, or personal interests], and I am eager to engage with the UVA community in meaningful ways. [Provide examples of how you plan to contribute to the campus culture.]

I have attached my academic transcripts and recommendations from my current professors, which I hope will demonstrate my commitment to my studies and my readiness for the challenges at UVA.

Thank you for considering my application to transfer to the University of Virginia. I look forward to the possibility of contributing to and growing within your esteemed institution.

Sincerely,

[Your Name]

[Your Student ID (if applicable)]